

VERBATIM PROCEEDINGS
DEPARTMENT OF PUBLIC HEALTH

CONNECTICUT HEALTH INFORMATION
TECHNOLOGY AND EXCHANGE
MARK RAYMOND, CHAIRPERSON

MARCH 4, 2014

101 EAST RIVER DRIVE
EAST HARTFORD, CONNECTICUT

POST REPORTING SERVICE
HAMDEN, CT (800) 262-4102

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 . . .Verbatim proceedings of a meeting in
2 the matter of Connecticut Health Information Technology
3 and Exchange, held at 101 East River Drive, East Hartford,
4 Connecticut on March 4, 2014 at 4:37 P.M.

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9 CHAIRPERSON MARK RAYMOND: I will call the
10 March 4th meeting of the Board of Directors for the
11 HITE/CT to order, so thank you all for joining.

12 For the purposes of just clarity, in the
13 room we have Barbara Parks-Wolf, Lou Matteo, Christine
14 Kraus, myself obviously, and the Court Reporter and one
15 member of the public. On the phone we have Commissioner
16 Bremby, Ron Buckman, Vanessa Kapral, Mark Masselli, Angela
17 Mattie, Bettie-Jo Pakulis, Damian Fontanella and Minakshi
18 Tikoo, and Joan Soulsby. So that's who's here so far,
19 we'll let you know if anyone else walks in the door or
20 joins in on the call.

21 The first order of business is to review
22 and approve the meeting minutes from the February 4th
23 meeting. So at this point I'd entertain an option to
24 approve the minutes.

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 MS. BETTYE JO PAKULIS: So moved.

2 CHAIRPERSON RAYMOND: Ms. Bettye Jo?

3 MS. PAKULIS: Yes.

4 CHAIRPERSON RAYMOND: Thank you Betty Jo.

5 DR. RONALD BUCKMAN: Second.

6 CHAIRPERSON RAYMOND: Thank you, that was
7 Ron?

8 DR. BUCKMAN: Yes.

9 CHAIRPERSON RAYMOND: Thank you Ron. Okay,
10 any comment about the minutes or anything that needs any
11 discussion thereof? Okay, not hearing any we'll vote to
12 approve the minutes. All in favor of approving the
13 minutes signify by saying Aye.

14 VOICES: Aye.

15 CHAIRPERSON RAYMOND: Any opposed? Any
16 abstains? Okay, the minutes have been approved. The next
17 item on the agenda is the HITE/CT Board business and the
18 Treasurer's report, so I will ask Chris Kraus to give us
19 an update. Chris.

20 MS. CHRISTINE KRAUS: Okay, I sent these
21 out late this morning as I was working with the
22 accountants to reconcile the February account. We also
23 need a few changes that I noted in my e-mail.

24 If you look at the balance sheet we have

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 \$150,981.74 in our bank account. Our total fixed assets
2 are \$532,655.78. You might notice that previously last
3 month there was a question about the software development
4 in progress, which would be the account that just says
5 software right now, and that had been stated as \$1.7
6 million. The accountants made an adjustment to that
7 because there was confusion whether HITE/CT would own any
8 assets as a result of the Axway contract. So that has
9 been adjusted based on the amended contract to reflect the
10 value of the Provider Directory and the EMPI.

11 DR. BUCKMAN: Listed in assets or?

12 MS. KRAUS: That's under the software, the
13 \$530,000 line item under fixed assets. So it's included
14 in the total fixed assets.

15 DR. BUCKMAN: The fixed assets.

16 MS. KRAUS: Right, okay?

17 CHAIRPERSON RAYMOND: This is Mark, who
18 joined our call?

19 MS. ELLEN ANDREWS: Ellen Andrews.

20 CHAIRPERSON RAYMOND: Okay great Ellen,
21 thank you.

22 MS. KRAUS: Okay, our total liabilities are
23 \$9,596.15. And our total liabilities and equity are
24 \$683,637.52. On the revenue and expense statement our

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 total income remains the same, the \$1,046,404.68. Total
2 expenses since July 1, 2013, \$375,020.09; and net income,
3 \$671,384.59. If you go to the cash flow document, page 3
4 states the February 2014 expenses and they come to
5 \$30,797.76.

6 And last month Dan had asked for a run
7 rate, so I ran our projected costs through June of 2014
8 and our average expenses per month for operational costs
9 are about \$30,000 you can see. And if you haven't had
10 time to look at them, if you have any questions after
11 you've looked at them please reach out and I will reach
12 out to the accountants if I can't answer your questions.

13 DR. BUCKMAN: So at the current run rate,
14 when do we run out?

15 CHAIRPERSON RAYMOND: Well, we don't really
16 run out. As of the 15th of this month we have to return
17 any unused grant funds that aren't specifically attributed
18 to close-out activities. So the allowable under the grant
19 are a certain amount of close-out expenditures, but as of
20 the middle of this month no other activities are supported
21 under the grant and at that point we have 30 days to
22 return the unspent grant funds to the Department of Public
23 Health.

24 So without any additional income as of the

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 middle of this month, and we've been saying this pretty
2 consistently, right, we're effectively out of business.
3 We have -- related to that we are working with the
4 Department of Social Services on a support agreement for
5 the remainder of this fiscal year and we'll get to that
6 momentarily in the agenda.

7 But is anyone -- I guess I'll ask it the
8 other way. Is everyone clear as it relates to that we do
9 have assets on the books but we also -- if not spent and
10 we're not projecting to spend them, that they'll need to
11 be returned back to the Department of Public Health.

12 DR. BUCKMAN: And there's no way we can
13 prepay them?

14 MS. KRAUS: We can't pay for anything
15 that's not grant-related as part of our activities under
16 the grant.

17 CHAIRPERSON RAYMOND: And specifically
18 those like what we have from an ongoing projected
19 expenditures, and you can see from the cash flow document,
20 all of those are not something that you would necessarily
21 be able to capture in a prepay mode.

22 DR. BUCKMAN: Right, but the technical
23 costs associated with setting up the master indexes, are
24 those going to be paid prior to the middle of the month?

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 CHAIRPERSON RAYMOND: The technical --
2 well, we have two buckets for those. One is the
3 assistance that we're getting from Axway and their
4 subcontractor NextGate, and those are -- that assistance
5 is included in the cost of the software so that's already
6 paid. And then we have our contracted assistance that's
7 being provided by Lou Matteo, who is -- that that fund
8 right now is grant-related. So if we don't have a support
9 agreement in place by the middle of the month, those
10 support activities will cease.

11 DR. BUCKMAN: Okay, so based on your
12 statement then am I correct to assume we're working on
13 putting together that support agreement?

14 CHAIRPERSON RAYMOND: Yes, and we have a
15 draft of that agreement that's been submitted to Social
16 Services last week and they are reviewing the draft of
17 that agreement?

18 DR. BUCKMAN: Okay, thank you.

19 CHAIRPERSON RAYMOND: Are there any other
20 questions about the cash flow or the balance sheet or the
21 revenue and expenses -- yeah, Barbara?

22 MS. BARBARA PARKS-WOLFE: So how much will
23 end up being returned?

24 MS. KRAUS: We won't know until we figure

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 out our closeout activities. We have about \$150,000 in
2 the bank right now --

3 MS. PARKS-WOLFE: Okay.

4 MS. KRAUS: -- so we have a couple of weeks
5 left for payroll and then any legal expenses up to this
6 date, any other expenses for the next week. And then
7 we'll have financial reports due, so -- as a result of,
8 you know, closeout.

9 CHAIRPERSON RAYMOND: And it can be in the
10 neighborhood of, you know, somewhere between \$80,000 and
11 \$100,000. So --

12 MS. PAKULIS: Hey Mark --

13 CHAIRPERSON RAYMOND: Yup.

14 MS. PAKULIS: -- could you repeat Barbara's
15 question please, I didn't hear it.

16 CHAIRPERSON RAYMOND: Yeah, the question
17 Bettye Jo was how much do we think we'll be returning.

18 MS. PAKULIS: Oh okay, I got the answer, I
19 didn't hear the question.

20 CHAIRPERSON RAYMOND: I was just about to
21 repeat it realizing no one heard it, but -- I'm not on top
22 of my game show host today.

23 MS. PAKULIS: You're doing great.

24 CHAIRPERSON RAYMOND: Okay, any other

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 questions about the finances? Okay. Alright, so the next
2 item on the --

3 MS. KRAUS: Oh, we have to approve them.

4 CHAIRPERSON RAYMOND: Okay sorry, thank you
5 for that. So at this point I'll entertain a motion to
6 approve the Treasurer's report.

7 DR. BUCKMAN: I'll make that motion.

8 CHAIRPERSON RAYMOND: Thank you Ron, I will
9 second the motion. All in favor of accepting the
10 Treasurer's report signify by saying Aye.

11 VOICES: Aye.

12 CHAIRPERSON RAYMOND: Any opposed? The
13 motion passes. Okay, the next item on the agenda is the
14 Agency business and an update -- HITE Agency business.
15 Chris, do you want to give us an update on that?

16 MS. KRAUS: Well, Lou is going to give you
17 an update and then I have a few things.

18 CHAIRPERSON RAYMOND: Okay.

19 MR. LOU MATTEO: Since we met last month
20 the Provider Directory and the Enterprise Master Patient
21 Index, their EMPI applications, have been successfully
22 installed in a development environment here at the Bureau
23 of Enterprise Systems and Technology. The HITE/CT staff,
24 basically Christine and myself, have been trained on the

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 applications.

2 From the Provider Directory side we've
3 loaded two files out, one from the Department of Health
4 and one from the Department of Social Services, and it has
5 populated the Directory with over 17,000 unique providers.
6 There are -- on the EMPI side, the application was
7 installed in order to support future HIE objectives. So
8 to validate the functionality of the application, the
9 vender provided two test files to load into the database.
10 And again, Christine and I have been trained on it, we've
11 reviewed it, the files are out there.

12 So our next steps are basically to identify
13 the integration opportunities from DSS and DPH to keep the
14 Provider Directory updated going forward with additions,
15 deletions and modifications to existing records that we've
16 already installed in the Provider Directory. As part of
17 the implementation the vender generated some statistical
18 reports titled "assumed match", "potential duplicates".
19 I'm going to take those reports and review them, Christine
20 and I are going to review them with each Agency to
21 identify -- you know, you may have potential duplicates in
22 your database. And the assumed max report we're going to
23 use because we're going to have to tweak the algorithms to
24 determine if providers and/or patients are unique or are

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 they matching.

2 We have the flexibility of adjusting the
3 algorithms, so we're going to work with the subject matter
4 experts who know the data to help us tweak those
5 algorithms moving forward because we're going to have to
6 reload the databases at some point anyway. I'm working
7 with the BEST team to move the application to a true
8 staging and production area. This way we can offer others
9 outside of this physical location the ability to get at
10 the application and to train on it. And then we're going
11 to continue to identify use cases for both applications
12 moving forward. Any questions?

13 CHAIRPERSON RAYMOND: Okay, thank you Lou.
14 Chris, you wanted to add?

15 MS. KRAUS: I'll be sending out the in-kind
16 immediately after March 14th, so those have to be returned
17 to DPH so I'd appreciate if you could review them, sign
18 them, scan them and return to me as soon as possible.

19 And as far as our audits, we are finalizing
20 them. We're working with the both the State auditor and
21 our independent auditor. They've been working with our
22 accountants as far as coming up with recommendations in
23 doing their final report. So we would expect to have our
24 final audits pretty soon.

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 Anything to add about the MOA, or?

2 CHAIRPERSON RAYMOND: No, we did describe
3 the -- well before we move to the MOA, this document on
4 the --

5 MS. KRAUS: Oh right --

6 CHAIRPERSON RAYMOND: -- do you want to
7 address that?

8 MS. KRAUS: -- yes. I also sent this
9 morning a Board of Directors update for HITE/CT as
10 requested at the last meeting. So it describes where
11 we're at and potentially what we're going to do. It talks
12 about our MOA with DSS that we have submitted to them, and
13 just talks about our role and potential customers.

14 So this was to address the questions from
15 the last meeting. You can take your time and read it,
16 does anyone have any questions now?

17 CHAIRPERSON RAYMOND: Okay again, not
18 hearing any I will -- if you do have any questions and you
19 have a chance to review the document and -- you know, this
20 was an attempt to -- there were a couple of different
21 requests for explanations in terms of where we are and
22 what we were doing moving forward from a support
23 perspective.

24 So hopefully this clarifies things, if not

RE: CT HEALTH INFORMATION TECHNOLOGY & EXCHANGE
MARCH 4, 2014

1 please reach out to Chris and I and we will get those
2 answered for you. So at this point the -- on the agenda
3 there's -- the next item is other business. So I don't
4 know if anyone has any other business that they would like
5 to bring forward? Okay, not hearing any we'll move to the
6 next agenda item which is public comment. We have no
7 public comment today.

8 So at that point this brings us to
9 conclusion for our Board of Directors meeting. I will
10 take a motion to adjourn the meeting.

11 MR. RODERICK BREMBY: So moved.

12 CHAIRPERSON RAYMOND: That's Mr. Bremby --

13 DR. BUCKMAN: Second.

14 CHAIRPERSON RAYMOND: -- seconded by Ron
15 Buckman, all in favor?

16 VOICES: Aye.

17 MS. KRAUS: That's a record.

18 CHAIRPERSON RAYMOND: Any opposed? I guess
19 not. Thank you all for your time today.

20 FEMALE VOICES: Thank you Mark.

21 CHAIRPERSON RAYMOND: Okay.

22 (Whereupon, the meeting was adjourned at
23 5:00 p.m.)